CD Showcase

Using Licensed Books in the IBM Online Library

SHOWCASE

Note!

Before using this information and the products it supports, be sure to read the general information under "Notices" on page vii.

This booklet is available in softcopy form in Showcase. It has been formatted for viewing by the BookManager Library Readers and is accessible through the `Start Here for Important Information!` choice in the `Catalog` panel.

Third Edition (June 1995)

This edition applies to the *IBM CD Showcase: Using Licensed Books in the IBM Online Library*.

This edition replaces and makes obsolete the March 1995 edition.

If you have problems installing or using Showcase, refer to "Do You Have Questions, Problems, or Suggestions?" on page 73 for information on how to contact IBM.

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Licensed books on this CD-ROM have order numbers that begin with the letter "L." These books are classified as "Licensed Materials - Property of IBM." The terms and conditions for using licensed books are stated in the *Licensed Program Specifications* for the product to which they apply and in the IBM Customer Agreement.

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README Files for Showcase Components

Before installing or using the following items in the Online Library, consult the README files that are listed for important information and "late-breaking news" that you might need to know. These are ASCII files.

Filename	README File for:	Directory
README.ENU	IBM Showcase	Root

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Personal System/2
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PS/1
PS/2
CD Showcase
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Chapter 1. Getting Started with IBM's CD Showcase

CD Showcase provides a way to deliver to you a large number of product previews, programs, presentations, and books on a single CD-ROM. You receive only the items that you want. Many of the items in CD Showcase are "locked" and can only be accessed with a numerical key. You get the key by contacting IBM and then using the key to "unlock" the items. The ability to lock items in CD Showcase means that you only need to receive one CD-ROM and unlock the items when you want them.

When you open CD Showcase, the first thing you see is a "catalog" that lists what's in it. Using the catalog, you are guided by a series of interactive notebooks that help you use the items you want.

CD Showcase, in this collection, provides:

- Access to licensed books

  Each product in this collection that includes licensed books in its library has a bookshelf in CD Showcase for just its licensed books. These licensed bookshelves are in addition to the bookshelves that contain the other unlicensed books in the product libraries. The licensed bookshelves are locked. Because they are locked, the licensed bookshelves for several products can be put on the same CD-ROM. This ensures that only IBM customers who are permitted to use IBM's licensed product information can have access to it. You can unlock these bookshelves only if you are an IBM customer with a license for these products. You must obtain a key from IBM for each bookshelf on the CD-ROM that has licensed books in it. Once the books are unlocked, you can view them through CD Showcase, or you can view and distribute them without using CD Showcase. You do not need a key to view the unlicensed books either inside or outside CD Showcase.

- A built-in BookManager Library Reader

  The library reader lets you list and view books that you have unlocked inside CD Showcase.

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This booklet will help you set up and use CD Showcase. For information on using any of the items on this CD-ROM that are not included in CD Showcase, see the other booklet that accompanies this collection.

If You Are New to CD Showcase

If you want to use CD Showcase on your OS/2 or Microsoft** Windows** workstation, you should do the following:

1. Set up CD Showcase. See page 7.
2. Open CD Showcase and look at the catalog of items. See page 13.
3. Use CD Showcase to get keys and unlock the sets of licensed books that you are permitted to unlock. See page 15.
4. Use CD Showcase to view the licensed books after you have unlocked them. See page 15.

Then, you may want to:

- Learn how to copy and use the licensed books outside of CD Showcase. See page 41.

If You Are Already Using CD Showcase

If you already have CD Showcase set up and know how to use it, you may want to do the following:

1. Discover what is new or changed in this CD Showcase. See:
   - The booklet that accompanies this CD-ROM for a list of the books and bookshelves that are new or changed since the last edition of this CD-ROM. The README.ENG file in the root directory of the CD-ROM also contains the same information.
   - The README.ENU file in the root directory on this CD-ROM to determine if this CD-ROM contains a later level of CD Showcase than the one you have installed. Both of these files also contain additional information about setting up CD Showcase.

     These files are in ASCII format and can be printed or displayed at your workstation.
2. Look at the catalog for a detailed list of CD Showcase's contents. See page 5.
3. Use CD Showcase to get keys and unlock the licensed books for new products listed in the catalog. See page 15.
4. Use CD Showcase to view the new or changed licensed books. See page 15.

Then, you may want to:

- Copy and use the new or changed licensed books outside of CD Showcase. See page 41.

Chapter 2. What's in This CD Showcase

CD Showcase includes a "Catalog" that lists its contents. The catalog looks something like this.

►	**Start Here for Important Information!**
	How to Get Keys and Unlock Books
	Product A Vn (nnnn-nnn)
	Product B Vn (nnnn-nnn)
	...

The items in the catalog are:

- "Start Here for Important Information!" will give you additional information that you will need to use CD Showcase, and it will give you access to the online version of this booklet.
- "How to Get Keys and Unlock Books" will give you instructions on getting keys from IBM and unlocking the sets of books that you are permitted to use.
- The sets of "Licensed Books" for each product are listed by product name, version, and program number. Each set is locked and requires a separate key from IBM to unlock it. Some of the sets may contain books for more than one release of the product. A padlock indicator tells you that a set of books is locked and you need to obtain a key from IBM to unlock the set and view the books in it. After you obtain the key and unlock a set of books, the padlock will disappear. If you receive a later release of CD Showcase that contains the same set of books, the set in the new CD Showcase will also be unlocked. Each CD Showcase checks if you already have a key for any of its sets of books.

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After you open CD Showcase, you use the catalog to get to the items you want. Simply, select an item in the catalog, and you will open a notebook that explains what you can do with that item. You can select an item by:

- Clicking on it and then clicking on the `Details` button at the right of the catalog.

  OR

- Double clicking on the item you want.

If this is your first CD Showcase or if you have set up a previous version of CD Showcase, you must set up this CD Showcase before you can use it, begin with Chapter 3.

If you have already set up this version of CD Showcase, you can start using it now, turn to Chapter 4.

Chapter 3. Setting Up CD Showcase on Your Workstation

This CD-ROM contains a CD Showcase. Before you try to set up CD Showcase, you should make sure that your workstation will let you open CD Showcase and use the items in it.

What Kind of Workstation Do You Need for CD Showcase?

CD Showcase is designed to work with the following software and hardware.

Note: CD Showcase only runs on an OS/2 or Microsoft Windows workstation. It does not run on a DOS workstation without Windows and it does not run under WIN-OS/2 on an OS/2 workstation.

Software and Hardware Requirements for OS/2

Required Software

- IBM Operating System/2 2.1 or higher

Required Hardware

- A 386 processor (a 486 running at 25 megahertz is recommended)
- A Video Graphics Adapter (VGA) display or better
- A minimum of 8.0MB of memory
- A hard disk with at least 1.0MB available
- A CD-ROM drive accessed as an OS/2 drive (a transfer rate of 150KBS is recommended)
- A pointing device, such as a mouse or trackball

If your workstation meets these requirements, you can continue with the instructions in "Setting Up CD Showcase" on page 9.

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Software and Hardware Requirements for Microsoft Windows

Required Software

- Microsoft Windows 3.1 enhanced mode or higher
- Microsoft MS-DOS CD-ROM extensions 2.0 or higher

Required Hardware

- A 386 processor (a 486 running at 25 megahertz is recommended)
- A Video Graphics Adapter (VGA) display or better
- A minimum of 4.0MB of memory
- 35KB of conventional or high memory for a CD Showcase terminate and stay resident (TSR) program.
- A hard disk with at least 1.0MB available
- A CD-ROM drive accessed as a Windows drive (a transfer rate of 150KBS or higher is recommended)
- A pointing device, such as a mouse or trackball

If your workstation meets these requirements, you can continue with the instructions in "Setting Up CD Showcase" on page 9.

Setting Up CD Showcase

Setup does the following:

- Creates a \showcase directory on your hard disk. The \showcase directory will contain the following:

  For OS/2:

  Your keys, a virtual device driver, and (for OS/2) a program, SDJLB.EXE, for attaching and detaching the virtual device driver to the actual CD-ROM drive that you decide to use for the CD Showcase CD-ROMs. The virtual device driver decrypts the encrypted books as they are read from the CD-ROM after you have unlocked them.

  For Windows:

  Your keys and a terminate and stay resident (TSR) named SDCSTSR. The TSR decrypts the encrypted books as they are read from the CD-ROM after you have unlocked them.

- Adds to your configuration file the path to the virtual device driver or TSR and the command to attach the device

Note: If you want to set up both the OS/2 and the Windows versions of CD Showcase on your workstation, first complete these instructions for OS/2, then return here and repeat these instructions for Windows. If you have two partitions, one for OS/2 and one for Windows, and a shared hard disk, you cannot share the keys on both systems. They must be saved on each system.

To set up CD Showcase, do the following:

1. Choose the CD-ROM that contains CD Showcase.
2. Insert the CD-ROM into your CD-ROM drive.

   Note:

If you have more than one CD-ROM drive, always be sure that you use the CD-ROM drive with the lowest letter. That is the drive to which a virtual device driver is attached by default.

3 Start set up.

For OS/2: Do the following:

a. Go to an OS/2 command prompt.

b. Change to the CD-ROM drive letter that contains CD Showcase CD-ROM. For example, if your CD-ROM drive is `D`, type:

```
d:
```

c. Run the set up program. Type:

```
setupos2
```

For Windows: Do the following:

a. Go to File Manager.

b. Select the CD-ROM drive.

c. Double click on SETUPWIN.EXE.

The `Setup` window appears.

4 In the `Setup` window, select the `Setup` icon.

The next `Setup` window appears.

5 The directory for the keys appears in this window. The default is:

```
C:\SHOWCASE
```

If you have already set up CD Showcase and named another directory, that directory will appear in this window.

6 Select your country from the list of countries.

If your country is not listed, accept the default,

7 Click on the OK button.

The setup program, does the following:

- **For OS/2**

  It creates a CD Showcase for IBM Books folder and puts the IBM Online Books, README, Attach/Detach Virtual Drive, and Setup icons in it.

- **For Windows**

  It creates a CD Showcase for IBM Books group and puts the IBM Online Books, README, and Setup icons in it.

8 Shut down and restart your system.

When your system is running again, you can continue with the instructions for getting keys in in Chapter 4.

Note: For Windows Users Only

If, after you restart your system, you encounter problems that you believe might be caused by insufficient storage for the TSR, see "Special Instructions for Windows Users" on page 43.

Chapter 4. Opening CD Showcase

Opening CD Showcase on Your Workstation,

When you are ready to open CD Showcase on your workstation, do the following:

1. Choose the CD-ROM that contains the CD Showcase you want to open.
2. Insert the CD-ROM into your CD-ROM drive.

   Note: If you have more than one CD-ROM drive, always be sure that you use the CD-ROM drive with the lowest letter. That is the drive to which a virtual device driver is attached by default.
3. Start CD Showcase.

   For OS/2: Do the following:

   a. Go to your desktop.

   b. Select the `CD Showcase for IBM Books` folder.

   c. Select the `IBM Online Books` icon.

   For Windows: Do the following:

   a. Go to Program Manager.

   b. Select the `CD Showcase for IBM Books` group.

   c. Select the `IBM Online Books` icon.

   CD Showcase opens and the "CD Showcase" copyright panel appears on your screen. It will disappear.
4. Wait until the "Welcome" panel appears on your screen.

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5 Remove it by clicking on the `Continue` button in the lower right corner of the panel.

The `Catalog` panel appears on your screen. The catalog panel lists the sets of licensed books and other items that are available through CD Showcase.

Note: If the list of items in the catalog is very long, the items may also be grouped into categories. When they are grouped, the title bar at the top of the catalog will say

`Catalog: | All Products`

If you click on the scroll indicator at the right of this title bar, a scrollable window will appear with a list of the groups. You can select a group, and only the items in that group will appear in the catalog list.

6 There is an animated presentation available through the catalog panel. It introduces CD Showcase and some of its capabilities. To start the presentation, click on the `Introduction` button in the lower left corner of the screen.

When you are ready, you can continue with the instructions in Chapter 5.

Chapter 5. Getting Keys, Unlocking, Listing, and Viewing Licensed Books

Before you can view the sets of licensed books in the catalog, you must get a key from IBM to unlock each set that you want to use. Then, after you have unlocked the sets of books, you can list and view the books inside.

Getting Keys from IBM

The licensed books in CD Showcase are locked by product. That means that you must have a key for each set of licensed books. You can get a key for a set of licensed books only if you have a license for their product. The key for a product is provided only with your initial order of the product. Subsequent releases of the product use the same key as long as those releases have the same product number. You do not need to reorder the key.

Obtaining Keys with the Products You Order (U.S. Only):

The key and customer ID for each product whose licensed books are included in this CD Showcase are listed in the "Packing Slip" that accompanies the product when you receive it from IBM. If your "Packing Slip" has the key and customer number, you do not need to contact IBM. Continue with the instructions in "Unlocking Books" on page 18.

Ordering Keys for Products That Do Not Provide Them (All Countries):

If you have previously ordered a product that has licensed books in this CD Showcase and the "Packing Slip" does not list the key, you must contact IBM to get the key for that product.

You must get your keys from IBM. Do the following:

1 Open CD Showcase to the `Catalog` panel.

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2 On the Catalog panel, do the following:

   a. Click on the set of licensed books that you want to unlock.

   b. Click on the Add to Order button on the right side of the panel.

   A window with the "License Agreement for Softcopy Books" appears.

3 Read the license agreement and click on the Accept button.

   A confirmation window appears confirming that your choice has been added to the list of keys you want to request.

4 If you want to get the keys for other sets of books, repeat steps 2 and 3 for each set you want.

5 You are now ready to look up how to contact IBM and request the keys for the sets of books you have chosen. Do one of the following:

   - Use the How to Get Keys and Unlock Books item.

     a. On the Catalog panel, double click on the How to Get Keys and Unlock Books item.

        A notebook for this item will appear on the screen.

     b. Click on the Key Centers button on the right side of the screen.

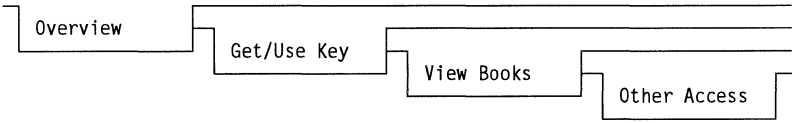
        The Key Centers list will appear. This page tells you how to contact IBM to obtain the keys that will unlock the sets of books you want.

     c. Scroll down the list of countries in the Key Centers page until you locate your country.

   - Use the items for licensed books.

     a. On the Catalog panel, double click on any set of licensed books.

        A notebook for the set of licensed books will appear on the screen. The following tabs appear at the bottom edge of the notebook:



b. Click on the Get/Use Key tab.

The Get/Use Key page in the notebook will appear. This page tells you how to contact IBM to obtain the keys that will unlock the sets of books you want.

c. On the Get/Use Key click on the Key Centers button on the right side of the screen.

A list of countries will appear.

d. Locate your country in the list.

6 Make a note of how you are to contact IBM.

7 Click on the View Order button.

The Order Form window will appear on your screen. The order form contains a list of all the sets of licensed books for which you want keys.

8 The first column lists the Item Numbers.

These numbers identify the products whose licensed books you want to unlock. You will need these item numbers when you contact IBM.

9 Obtain your IBM customer numbers for these products.

Locate the person in your organization who knows your customer numbers. This may be the person who orders these products, installs them, or administers your system. You may have different customer numbers for different products. Disregard the customer ID that may already appear on the CD Showcase Order Form.

10 When you are ready, contact IBM to get your keys.

If the instructions for getting keys direct you to call or FAX the IBM Order Handling Center for your country, they will provide you with the keys and your CD Showcase customer IDs. They will also offer to wait while you unlock the sets of licensed books. After they give you the keys, continue with the instructions in "Unlocking Books" on page 18 while you are still in contact with the center.

If the instructions for getting keys direct you to contact your IBM Representative or Branch Office, they will get back to you with the keys. When you get the keys, continue with the instructions in "Unlocking Books."

Unlocking Books

You must unlock the sets of licensed books inside CD Showcase.

If you are getting keys, contact your IBM Order Handling Center and continue with these instructions while you are talking to the center.

If you already have your keys, continue with these instructions.

These instructions assume that the `Order Form` window is open on your screen.

1. On the `Order Form`, click on the `Unlock` button at the bottom of the form.

   The `Unlock` window will appear.

   Note: If you have not set up CD Showcase yet, you will be told to do that now.

2. In the `Unlock` window, do the following:
   a. Click on the set of books that you want to unlock.
   b. If your customer ID is not already there, type it in.

      Be sure that you use the customer ID for the product that matches the licensed books you want to unlock.
   c. Type in the key for that set of books.

d. Click on the Save button.

A confirmation window will appear telling you that the item has been unlocked.

3 Click on the OK button.

The set of books you chose is now unlocked.

4 To unlock another set of books, repeat steps 2 and 3.

You are now ready to use the books you unlocked.

If you want to view them through CD Showcase, continue with the instructions in "Listing and Viewing Books inside CD Showcase."

If you want to view them outside of CD Showcase or copy them from the CD-ROM to your hard disk or to your host, continue with the instructions in Chapter 7.

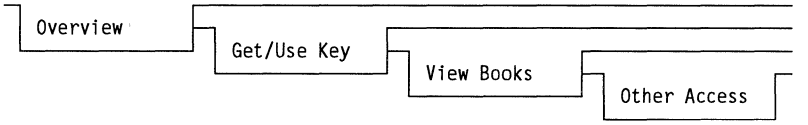
Listing and Viewing Books inside CD Showcase

After you have unlocked the sets of books that you want to view, you can get a list of the licensed books for each product. From the list of books, you can choose the books you want to open and view. Do the following.

1 Go to the Catalog panel.

2 On the Catalog panel, double click on the set of licensed books that you want to list and view.

A notebook for the set of licensed books you chose will appear. The following tabs appear at the bottom edge of the notebook:



3 Click on the `View Books` tab.

The `View Books` page in the notebook will appear. This page tells you how to list and view the books you want.

4 To get a list of the books you chose, click on the `View Books` button to the right of the notebook.

CD Showcase uses a built-in version of the BookManager Library Reader to list and view the books.

5 A bookshelf containing a list of the books will appear.

6 Double click on the book that you want to open.

The book you chose will open to its "Table of Contents."

You can use the brief instructions in "Some Library Reader Basics" on page 21 to locate information in the book, or you can go to Chapter 6 and learn more about using online books before you continue.

Some Library Reader Basics

Here are some basic ways to move around in a book using the built-in library reader:

- From the table of contents, you can click on any topic listed and turn directly to that topic.
- You can scroll to the end of a topic and then go to the next topic by clicking on the `Next Topic` button.
- You can search the book for a word or phrase by clicking on the `Search` choice on the action bar at the top of the screen.

  With these simple instructions, you should be able to get around well enough to learn anything you might need to know.

For more information about using the library reader, go to Chapter 6.

You can also locate the same information in the online version of this booklet by doing the following:

1. Go to the `Catalog`.
2. In the catalog, double click on the entry `Start Here for Important Information!`
3. On the notebook page for `Start Here...`, click on the `View Books` button.
4. Using the "Basics" that you just learned, locate and turn to the topic Chapter 6, Learning to Use BookManager Library Reader to learn more about using the library reader.

Chapter 6. Learning to Use BookManager Library Reader

After you have chosen a set of books to view, the BookManager Library Reader built into CD Showcase will list of the books in that bookshelf.

From this list of bookshelves, you can:

- Sort the list of bookshelves by title or description.
- Locate a bookshelf that contains the books you want.
- Open a bookshelf and list all the books in it.
- Close the IBM Online Library.

If you list the books in a bookshelf, you can:

- Sort the list of books by title.
- Search all the books in a bookshelf for a word or phrase without opening them.
- Search a book for a word or phrase without opening it.
- Open a book.
- Close the list.

If you open a book, you can:

- Begin reading by turning pages.
- Select an entry in the table of contents and jump there.
- Search for a word or phrase.
- Look at pictures.
- Use cross-references to other places in the book.
- Go to the index; select an entry, and jump there.
- Write a note.
- Look at a note.
- Remove a note.
- Print one or more topics.
- Copy one or more topics to a file.

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- Use all the other BookManager Library Reader capabilities.
- Close the book.

These instructions should give you enough help so you can find and use any online book.

Using the List of Bookshelves

Sorting the Bookshelf List

For OS/2:

1. Select the `View` option on the action bar.
   A pull-down window appears.
2. Select `Sort by ...` or the type of sort you want.
   The `Sort by ...` choice will open a pop-up window.
3. Select to sort by title.

For Windows:

1. Select the `View` option on the action bar.
   A pull-down window appears.
2. Select `Sort ►`.
   The `Sort ►` choice will open a pop-up window.
3. Select to sort by title.

Locating a Bookshelf That Contains the Books You Want

For OS/2 or Windows:

1. If the list of bookshelves does not fit on the screen, move the mouse pointer to the scroll bar on the right side of the list of bookshelves.
2. Click on the top or bottom arrows to scroll the list up or down.

   Or,

   Click and hold on the slider to move the list rapidly up and down.

Opening a Bookshelf and Listing the Books in It

For OS/2 or Windows:

1. Move the mouse pointer to the bookshelf you want.
2. Double-click on it.

   The list of books in the bookshelf will appear.

Closing the IBM Online Library

For OS/2:

Press F3.

For Windows:

Press Alt+F4.

Using the List of Books

Sorting the List of Books

For OS/2:

1. Select the `View` option on the action bar.
   A pull-down window appears.
2. Select `Sort by ...` or the type of sort you want.
   The `Sort by ...` choice will open a pop-up window.
3. Select the sort by description or title.

For Windows:

1. Select the `View` option on the action bar.
   A pull-down window appears.
2. Select `Sort ►`.
   The `Sort ►` choice will open a pop-up window.
3. Select the sort by title.

Searching All the Books in a Bookshelf without Opening Them

For OS/2:

1. Press Ctrl-S, or
   Go to the action bar; select `Search`, and in the pull-down window that appears, select `Search bookshelf...`.
2. In the `Search Bookshelf` pop-up window, type the word or phrase you want to find, and select `Search`.

You will see the list of the books again. The icons for the books that contain your word or phrase are marked with a little magnifying glass.

Hint

If no books contain your word or phrase, try using a synonym or another term for what you want.

3 Select a marked book from the list.

The book will open and you will see a pop-up window with a list of the topics that contain the word or phrase you typed. If the list is too long for the window, you can scroll the window up and down.

4 Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. To get the list of topics back, select `Search` from the action bar again, and select `Retrieve` in the `Search Window`.

5 When you want to look at another book, close the book you are looking at by pressing F3, and select another marked book from the list.

For Windows:

1 Press Ctrl-S, or

Go to the action bar and select `Search`.

2 In the pull-down window that appears, select `All Books Listed...`.

The `Search Multiple Books` window appears.

3 In the `Search Multiple Books` window, type the word or phrase you want to find, and select `Run Search`.

The `Multiple-Book Search Results` window will appear with a list of the books in the bookshelf that contain the word or phrase you want.

Hint

If no books contain your word or phrase, try using a synonym or another term for what you want.

4 Select a book from the list.

The book will open and you will see the Search Results window with a list of the topics that contain the word or phrase you typed. If the list is too long for the window, you can scroll the window up and down.

5 Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. You can continue to select any of the topics from the Search Results window until you are done.

6 When you want to look at another book, close the book you are looking at by pressing Alt+F4, and select Search from the action bar again.

7 In the pull-down window that appears, select Display Search Results....

8 Select another book in the Search Multiple Books window and select Run Search again.

Searching a Book for a Word or Phrase without Opening It

For OS/2:

1 Select a book from the book list.

2 Press Ctrl-S, or

Go to the action bar; select Search, and in the pull-down window that appears, select Search bookshelf....

3 In the Search Bookshelf pop-up window, type the word or phrase you want to find, and select Search.

You will see the list of the books again. If the book you selected contains your word or phrase it will be the only book on the screen.

Hint

If the book does not contain your word or phrase, try using a synonym or another term for what you want.

4 Select the book.

The book will open and you will see a pop-up window with a list of the topics that contain the word or phrase you typed. If the list is too long for the window, you can scroll the window up and down.

5 Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. To get the list of topics back, select `Search` from the action bar again, and select `Retrieve` in the `Search Window`

6 When you are done looking at the book, close it by pressing F3.

7 To get the rest of the books back on the screen, go to the action bar and select `View`. In the pop-up window, select `Refresh`. The full list of books will reappear.

For Windows:

1 Press Ctrl-S, or

Go to the action bar and select `Search`.

2 In the pull-down window that appears, select `Selected Books Only...`.

The `Search Multiple Books` window appears.

3 In the `Search Multiple Books` window, type the word or phrase you want to find, and select `Run Search`.

The Multiple-Book Search Results window will appear with a the book you searched if it contains the word or phrase you want.

Hint

If no books contain your word or phrase, try using a synonym or another term for what you want.

4 Select the book from the list.

The book will open and you will see a pop-up window with a list of the topics that contain the word or phrase you typed. If the list is too long for the window, you can scroll the window up and down.

5 Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. You can continue to select any of the topics from the Search Results window until you are done.

6 When you are done, close the book you are looking at by pressing Alt+F4.

Opening a Book

For OS/2 or Windows:

1 Move the mouse pointer to the book you want.

2 Double-click on it.

The book will open to its table of contents.

Closing the List of Books

For OS/2:

Press F3.

For Windows:

Press Alt+F4

Using a Book

Reading a Book by Paging through It

For OS/2:

1. Use the scroll bar to move up and down in a topic.
2. Go to the next topic by selecting `Next topic`.
3. Go to a previous topic by selecting `Previous topic`.

For Windows:

1. Use the scroll bar to move up and down in a topic.
2. Go to the next topic by selecting the next topic icon on the tool bar.
3. Go to a previous topic by selecting the previous topic icon.

Using the Table of Contents

For OS/2 or Windows:

1. If the table of contents is not already on your screen, go to the action bar and select GoTo.
2. In the pull-down window that appears, select Table of Contents.

   You will see a pop-up window with the table of contents. If it is too long for the window, you can scroll the window up and down.
3. Select a topic and the book will turn to that topic.

Searching In a Book for a Word or Phrase

For OS/2:

1. Press Ctrl-S, or

   Go to the action bar above the book window and select Search. In the pull-down window that appears, select Search book....
2. In the Search Book pop-up window, type the word or phrase you want to find and select Search Book.

   You will see a pop-up window with a list of the topics that contain the word or phrase you typed. If the list is too long for the window, you can scroll the window up and down.

   Hint

   If the book does not contain your word or phrase, try using a synonym or another term for what you want.
3. Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. To get the list of topics back, select Search from the action bar again, and select Retrieve in the Search Window.

For Windows:

1. Press Ctrl-S, or

   Go to the action bar above the book window and select `Search`. In the pull-down window that appears, select `Search Book...`.

   The `Search Book` window appears.

2. In the `Search Book` window, type the word or phrase you want to find, and select `Run Search`.

   The `Search Results` window will appear with a the book you searched if it contains the word or phrase you want.

   Hint

   If no books contain your word or phrase, try using a synonym or another term for what you want.

3. If the list is too long for the window, you can scroll the window up and down.

4. Select a topic and the book will turn to that topic. You can go from match to match and from topic to topic. You can continue to select any of the topics from the `Search Results` window until you are done.

5. When you are done, close the window.

Looking at Pictures

For OS/2 or Windows:

1. When you see the identifier for a picture on your screen,

   `PICTURE` *number*

   There is a picture at that spot in the text.

2 Select the word PICTURE, and the picture will appear on your screen.

3 To remove it, press F3.

Using Cross-References

For OS/2:

1 If there is a cross-reference to some other place in the book and it is highlighted, for example:

See Figure 5 in topic 2.2.4.

You can turn to that topic.

2 Select the cross-reference, and the book will turn to that topic.

3 To return to where you were, press Ctrl-R, or go to the action bar and select GoTo.

4 In the pull-down window that appears, select Previous link or Reference, and you will return to your previous location.

For Windows:

1 If there is a cross-reference to some other place in the book and it is highlighted, for example:

See Figure 5 in topic 2.2.4.

You can turn to that topic.

2 Select the cross-reference, and the book will turn to that topic.

3 To return to where you were, select the return icon on the tool bar.

Using the Index

For OS/2:

1. Go to the action bar, and select GoTo.
2. In the pull-down window that appears, select Index.

   You will see a pop-up window with the index. If it is too long for the window, you can scroll the window up and down.
3. Select an entry, and the book will turn to that topic.

For Windows:

1. Go to the action bar, and select Navigate.
2. In the pull-down window that appears, select By Index....

   You will see a pop-up window with the index. If it is too long for the window, you can scroll the window up and down.
3. Select an entry, and the book will turn to that topic.

Writing a Note

For OS/2:

1. Select Notes on the action bar.
2. In the pull-down window that appears, select Create....
3. Type your note in the Notes window.
4. Select Add.

   The note is saved and a note icon appears in the left margin of the

For Windows:

1. Select Notes on the action bar.
2. Type your note in the Notes window.
3. Select Save.
   The note is saved and a note icon appears in the left margin of the

Looking at a Note

For OS/2:

1. Double click on the note icon in the left margin.
   The Notes window opens and you can read the note.

For Windows:

1. Double click on the note icon in the left margin.
   The Notes window opens and you can read the note.

Removing a Note

For OS/2:

1. Open the Notes window.
2. Select Discard
   The note is discarded and the note icon disappears.

For Windows:

1. Open the Notes window.

2 Select Delete
The note is discarded and the note icon disappears.

Printing Topics
For OS/2:

1 Make sure that the Table of Contents window is active.

2 In the Table of Contents, click once on the topic that you want to print.
If you select a topic that is marked with a plus (+), all of its subtopics will be printed also.

3 Go to the action bar, and select Services.

4 In the pull-down window that appears, select Print selected topic.
The topic you selected will print on your local printer.

For Windows:

1 Go to the action bar, and select Print.

2 In the window that appears, select an item in What to Print and What to Include.

3 Select the OK button.
The topic you selected will print on your local printer.

Copying Topics to a File
For OS/2:

1 Select what you want to copy. Do one of the following:
- Using the Table of Contents

a. Make sure that the Table of Contents window is active.

b. In the Table of Contents, click once on the topic that you want to copy.

If you select a topic that is marked with a plus (+), all of its subtopics will be copied also.

- By Marking the Text

a. Using the mouse, position the cursor at the beginning of the text you want to mark.

b. While holding the left mouse button down, move the cursor to the end of the text you want.

2 Then, go to the action bar, and select Services.

3 In the pull-down window that appears, select Copy to clipboard.

4 Open the file into which you want to copy the text.

This can be file in a host or OS/2 session.

5 **For a Host Window Only:**

Move the cursor to the point in the file at which you want to place the upper left corner of the marked text.

6 Select the box at the upper left corner of your session window.

7 Select Paste in the pull-down window that appears.

8 Position the cursor in the box that appears.

9 Click on the left mouse button.

The topic you selected or the text you marked will be copied into the file at the place you indicated.

For Windows:

1. Select what you want to copy. Do one of the following:
   - Printing to a File
     a. Go to the action bar, and select `Print`.
     b. In the window that appears, select an item in `What to Print` and `What to Include`.
     c. Select the `Print to File` box.
     d. Select the `OK` button.
     e. In the window that appears, identify the file into which you want to copy.
     f. Select the `OK` button.
   - Copying to the Windows Clipboard
     a. Using the mouse, position the cursor at the beginning of the text you want to mark.
     b. While holding the left mouse button down, move the cursor to the end of the text you want.
     c. Go to the action bar and select `Edit`.
     d. In the pull-down window, select `Copy`.
2. The topic you selected or the text you marked will be copied the file you named or to the Windows clipboard.

Closing a Book

For OS/2:

Press F3.

For Windows:

Press Alt+F4.

Using Other BookManager Library Reader Capabilities

For complete instructions on using BookManager Library Reader/2 or BookManager Library Reader for Windows, you can refer to one of the following:

- *IBM BookManager READ/2 and Library Reader/2: Displaying Online Books,* SB35-0801
- *IBM BookManager Library Reader for Windows: V2 User's Guide,* SC34-3065 (online only)

  The collection that contains this CD Showcase includes online versions of these books. You can find them in the IBM Online Library Reference Bookshelf.

Chapter 7. Viewing and Copying Books Outside of CD Showcase

You can view or copy books outside of CD Showcase. You must have unlocked the set of licensed books you want to view or copy.

To view unlocked books, you must have:

- The BookManager READ/2 or Read for Windows licensed program

  OR
- The BookManager Library Reader/2 or Library Reader for Windows.

To copy unlocked books to your host, you must have:

- Have the IBM Softcopy Receiver Tool

  OR
- The IBM Bookshelf Upload Programs and the SEND capability of a 3270 terminal emulator program

  OR
- The SEND capability of a 3270 terminal emulator program.

To copy unlocked books to a hard disk or to diskettes use:

- The IBM Softcopy Receiver Tool

  OR
- The COPY capability of your OS/2 or Windows workstation.

Note: The BookManager Library Readers, the IBM Softcopy Receiver Tool, and the IBM Bookshelf Upload Programs are included in the collection that contain this CD Showcase.

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Special Instructions for OS/2 Users

The licensed books are encrypted on the CD-ROM. If you want to view or copy any of these books outside of CD Showcase, you must:

- Make sure that you unlocked them inside of CD Showcase.
- Attach a virtual drive to your CD-ROM drive.
- Access the CD-ROM using the virtual drive letter instead of its actual drive letter.

During setup, CD Showcase adds a statement to your CONFIG.SYS file that attaches a virtual drive to the CD-ROM drive with the lowest letter. There is a program named SDJLB that you can use to change temporarily the virtual drive that is attached to your CD-ROM drive or if you want to attach the virtual drive to a CD-ROM drive other than the one with the lowest drive letter. To use this program, do the following:

1. Locate and open the `CD Showcase for IBM Books` folder.
2. Double click on the `Attach/Detach Virtual Drive` icon.

   The `Attach Virtual Drive` window appears.
3. In the left window, click on the CD-ROM icon.

   If you have more than one CD-ROM drive, you can attach a virtual drive to only one of them. That means that you must always the CD-ROM drive to which you attached the virtual drive, or you must reattach the virtual drive to another CD-ROM drive before you can use that CD-ROM drive with the CD Showcase CD-ROM.
4. In the right window, click on any drive letter that you want to attach as the virtual drive for your CD-ROM.
5. Click on the `Attach` button.

If you need more information about how to use the virtual drive and examples of its use, click on the Help button.

6 When you are ready, click on the Exit button.

The Exit window will remind you that you need to use the virtual drive letter you chose instead of the actual drive letter for this CD-ROM drive. Then you can use the licensed books as you would any unlicensed book.

The next time you reboot your system, the virtual drive will return to the lowest letter. If you want to change or remove the virtual drive permanently, look at the README.ENU file in the root directory for the syntax of the SDCONECT command.

Special Instructions for Windows Users

During setup a command for the SDCSTSR.EXE program is added to your AUTOEXEC.BAT file. This is a terminate and stay resident (TSR) program that decrypts the books.

Changing Your CD-ROM Drive

You may want to change or move this command if you want to use a CD-ROM drive other than the one you used for setup. For more information, see the README.ENU file in the root directory on this CD-ROM.

Insufficient Storage

If you believe that the TSR is causing problems because of insufficient memory, then try the following:

1 Temporarily remove other TSRs from your AUTOEXEC.BAT (comment them out).

2 Reboot your system.

3 Use CD Showcase to enter the keys for your products.

4 Copy the books, bookshelves, and bookshelf search indexes to your hard disk. This decrypts the books, bookshelves and indexes on your hard drive.

5 Remove the CD Showcase TSR from your AUTOEXEC.BAT and return the TSRs that you commented out.

6 Reboot your system.

The CD Showcase TSR is needed only when you want to access files on the CD-ROM that are locked. When you enter the keys through CD Showcase and copy the files from the the CD-ROM to your hard disk, the files are decrypted by the TSR. So, you do not need the TSR again until you want to unlock and copy other files from this or another CD-ROM. When you do, repeat the steps above.

Copying Books to Your Hard Disk or to Diskettes

Using the Softcopy Receiver Tool (SCRT)

To use the SCRT to receive licensed bookshelves and books onto your hard disk in your OS/2 or DOS workstation, use the following instructions:

1 Insert the CD Showcase CD-ROM into your CD-ROM drive.

2 Change to the drive letter that contains the CD-ROM. For example, if the drive letter is `D`, type:

```
d:
```

3 Change to the directory that contains the SCRT.

```
cd \scrt
```

4 Start the SCRT.

For OS/2: Type:

```
ebrscrt2
```

Note: Do not run the SCRT in more than one session at the same time on an OS/2 workstation.

For DOS: Type:

```
ebrscrt
```

The `Setup Options` window appears on your screen.

5 Follow the instructions in the `Setup Options` window and in the windows that follow it. If you need help, press F1.

6 **For OS/2 only:** When you are asked for the location of the files, be sure to use the virtual drive letter instead of the actual letter.

After the SCRT receives the books you chose and you exit the SCRT, you can replace the CD-ROM in the drive with any other you want to use.

For a complete description of using the SCRT to copy to a hard disk or diskettes, see *IBM Softcopy Receiver Tool: User's Guide,* GC23-3663. This book is included in online form on the CD-ROMs that are part of the IBM Online Library. It is in the Online Library Reference Bookshelf.

Using the COPY Command

You can use the OS/2 or DOS COPY command to copy selected licensed books from the CD Showcase CD-ROM to the hard disk in your workstation or to diskettes. Be sure that you unlock the books before you try to copy them.

The examples that follow assume that your CD-ROM drive is `F` (for OS/2 only, this must be the virtual drive letter, not the actual drive letter), your hard disk is `C` and your diskette reader is `A`. These examples also assume that you want to copy the IBM books, bookshelves, and bookshelf

search indexes from the diskettes onto the C hard disk of another workstation in directories named \BOOKS and \SHELVES. Follow these instructions:

1. If you want to copy to a diskette, insert a blank formatted diskette in your diskette drive.

   If you are going to copy to your hard disk, make sure that you have a \books and a \shelves directory the disk.

2. Insert the CD Showcase CD-ROM into your CD-ROM drive.

3. Copy the books, bookshelves, and bookshelf search indexes you want.

   To your hard disk

   Type this command for each book you want:

   ```
   copy f:\books\book-name.boo c:\books\
   ```

   Type this command for each bookshelf search index you want:

   ```
   copy f:\books\index-name.bki c:\books\
   ```

   Type this command for each bookshelf you want:

   ```
   copy f:\shelves\shelf-name.bks c:\shelves\
   ```

   To a diskette

   Type this command for each book you want:

   ```
   copy f:\books\book-name.boo a:
   ```

   Type this command for each bookshelf search index you want:

   ```
   copy f:\books\index-name.bki a:
   ```

   Note: Because of the size of bookshelf search indexes, you may not want to copy them to diskettes.

   Type this command for each bookshelf you want:

   ```
   copy f:\shelves\shelf-name.bks a:
   ```

4 If you copied to your hard disk, you are done.

If you copied to diskettes, take the diskettes to the workstation that is going to use them. You can either copy them onto the hard disk of the workstation or use the diskettes without copying them.

Uploading Books, Bookshelves, and Indexes to an MVS or VM Host

You can transfer licensed books, bookshelf search indexes, and bookshelves from the CD Showcase CD-ROM to an MVS or VM host and use them with BookManager READ/MVS or READ/VM.

There are three ways to transfer books, bookshelves, and bookshelf search indexes to an MVS or VM host. You can use:

- The IBM Softcopy Receiver Tool (SCRT) for MVS/TSO and VM/CMS
- The IBM Softcopy Upload Programs for MVS and VM
- The SEND capability provided by a 3270 terminal emulator program or an equivalent

Using the Softcopy Receiver Tool to Upload to a Host

You can use the IBM Softcopy Receiver Tool (SCRT), program number 5648-032, to select and transfer online books and bookshelves from IBM CD-ROMs or IBM distribution tapes to a target host data set or filemode that you specify. SCRT runs on VM/CMS and MVS/TSO.

For transferring online books from a CD-ROM to an MVS or VM host, the SCRT requires the IBM S/370 and S/390 Optical Media Attach/2. Refer to *IBM S/370 and S/390 Optical Media Attach/2 User's Guide,* SC53-1200, for details.

For a complete description of installing the SCRT on an MVS or VM host and using it with Optical Media Attach, see *IBM Softcopy Receiver Tool: User's Guide,* GC23-3663. This book is included

in online form on the CD-ROMs that are part of the IBM Online Library. It is in the Online Library Reference Bookshelf.

You must unlock the books you want to upload.

Note: When you use the SCRT from an OS/2 workstation, be sure that you attach a virtual drive to your CD-ROM drive and that you use the virtual drive letter when you are asked for the location of the files.

Using the IBM Bookshelf Upload Programs to Upload to a Host

Each collection of IBM books includes the IBM Bookshelf Upload programs that help you upload complete bookshelves from a CD-ROM drive to an MVS or VM host. A complete bookshelf includes all the books in the bookshelf, the bookshelf file, and the bookshelf search index.

The IBM Bookshelf Upload programs can upload bookshelves from the CD-ROM that contain collections of IBM books or from any other CD-ROM that contains online books formatted for BookManager READ or the IBM Library Reader.

These programs upload all the files associated with a bookshelf in a group. The group includes the bookshelf file and all the book and bookshelf search index files. The EZ2UCDM (to MVS) and EZ2UCDV (to VM) programs create a series of SEND commands that upload all the files. These programs are easier to use than typing large number of SEND commands individually.

You must have a 3270 terminal emulator that supports the SEND capability or equivalent. If you are using these programs on an OS/2 workstation, you must use them in an OS/2 window.

Creating the Upload Command and Batch Programs

The following example assumes that `C` is the drive letter for your hard disk, that `\upload` is the directory that you want to put the upload programs into, and that `D` is the drive letter for your CD-ROM drive. If you use a different drive letter or directory name, replace them in the following examples with the directory and drive letters you are using.

Follow these steps to use the program:

1 Select the hard disk on which you want to put the upload programs. Type:

```
c:
```

2 Create a directory on that hard disk to hold the upload programs and the files they create. Type:

```
md \upload
```

3 Change your current directory to the one you just created. Type:

```
cd \upload
```

4 Copy the upload programs to the directory you are using.

For MVS:

```
copy d:\upload\ez2ucdm.exe
```

For VM:

```
copy d:\upload\ez2ucdv.exe
```

5 **For OS/2 only:** Make sure that you attach a virtual drive to your CD-ROM drive.

6 Make sure that you have unlocked the sets of books that you want to upload.

7 Start the EZ2UCDM or EZ2UCDV program. Type:

For MVS:

```
ez2ucdm
```

For VM:

```
ez2ucdv
```

The program starts, and you see this message.

```
Type the 1-character CD-ROM drive letter (for example, g)
and the path to the BookManager files (for example, g:\books).
Then press ENTER.
Drive letter or path  ===>
```

8 You must tell the program where the BookManager files are located.

Note: For OS/2 only, be sure that you use the virtual drive letter for your CD-ROM drive instead of its actual drive letter.

You can do either one of the following:

- Specify the one-character CD-ROM drive letter, in which case the program searches the entire CD-ROM.

  If you are uploading files only from a CD-ROM, then we recommend that you specify only its one-character drive letter. For example, if you want to upload BookManager files from a CD-ROM in drive D, type:

  ```
  Drive letter or path  ===> d
  ```

  Continue with step 10 on page 51.

- Specify paths to multiple directories, which can be on multiple disks.

  If you want to upload BookManager files on one of your hard disks and files from the CD-ROM, specify the drive letter and path of one of the directories containing BookManager files. For example, if you have created a personal bookshelf in directory C:\SHELVES, type:

  ```
  Drive letter or path  ===> c:\shelves
  ```

  Continue with the next step.

Later you will be able to select individual bookshelves to upload from the CD-ROMs or disks you specified.

9 If you previously entered a drive letter and path, you will see the following message:

```
Type an additional path to other BookManager files
or leave blank if there are no more directories.
Then press ENTER.
Path  ===>
```

Type the drive letter and path to another directory containing BookManager files, and press ENTER. You are then prompted to enter another directory. Continue entering the directories containing the BookManager files. When you have specified all of the directories, press ENTER without typing a path; you are shown the next message.

10 Identify the destination of the files.

For MVS:

You see this message:

```
Type the high-level qualifiers for the data sets that
will contain the files (for example, ibmbk).
Then press ENTER.
High-level qualifiers  ===>
```

Type the high-level qualifiers you want to use for the data sets on your MVS host. For example:

```
High-level qualifiers  ===>  ibmbk
```

Note: You should limit the number of MVS data set qualifiers to one or two. The EZ2UCDM program adds up to three additional qualifiers, `shelf-name.book-name.type`, to the names you supply. If the TSO users on your MVS system use a default high-level data set prefix that is not their user ID, you should use only one high-level qualifier and limit it to five characters (for example, IBMBK). These data set names start with `sysprefix.userid`. The `sysprefix` can contain eight characters; the `userid` can contain seven. After EZ2UCDM adds `shelf-name.book-name.type`, there is room only for an additional five-character, high-level qualifier if you want to ensure that the user can create BookManager notes.

You see the next message after you press ENTER.

For VM:

You see this message:

```
Type the 1-character file mode of the minidisk where the files
are to be placed (for example, a).
Then press ENTER.
Minidisk file mode  ===>
```

Type the mode letter of the minidisk you want to use on your VM host.

```
Minidisk file mode  ===>  a
```

Note: Any VM files or MVS data sets on your host with the same names as the files that you are uploading will be deleted and replaced.

When you press ENTER, you see the next message.

11 Identify the 3270 session you want to use in response to this message:

```
Type the 1-character ID that identifies the 3270 session you
want to use for the file transfers.  Then press ENTER.
If you do not specify a session, the first 3270 session
you started is used.  If your 3270 terminal emulator
supports only a single 3270 session, just press ENTER.
3270 host session  ===>
```

Type the letter of the session you want to use, and press ENTER.

```
3270 host session  ===> a
```

If your emulator only provides a single 3270 session, don't type anything; just press ENTER.

After you press ENTER, you see the next message.

12 A summary of the information you have typed appears on your screen. Make sure you entered all the information correctly.

For MVS:

```
You specified the following:
  Paths to the BookManager files:
    c:\shelves
    d:\books
  High-level qualifiers          : IBMBK
  3270 session ID                : A

Are these values correct ( Y | N )?  ===>
```

For VM:

```
You specified the following:
  Paths to the BookManager files:
    c:\shelves
    d:\books
  Minidisk file mode             : A
  3270 session ID                : A

Are these values correct ( Y | N )?  ===>
```

If you are satisfied with the information, type `Y` and press ENTER. You will see the next message. Otherwise, type `N` and press ENTER; the program repeats the previous questions, and you can change your answers. When you are satisfied, type `Y` on this panel and press ENTER. This message appears on your screen:

```
Now locating all the bookshelves so you can
select the ones you want to upload to the host.
```

13 Wait until this list of names and descriptions of the bookshelves appears:

```
Select the bookshelves to upload by pressing the:

* Space bar to select and deselect entries to upload.
* Up and down arrow keys to scroll the list of shelves.
* Enter key when you have made all of your selections.

                                                    Bookshelves 1 to 14 of 23
Shelf      Date     Title                                              Upload?
---------  -------  -------------------------------------------------  -------
EZ2ccnnn yy/mm/dd  description
```

.
.
.

Use the up and down arrow keys to scroll through the list. To select a bookshelf to upload, press the SPACE bar when the cursor is positioned on the row containing the name of a bookshelf you want. If you incorrectly selected a bookshelf, press the SPACE bar again to de-select it. You can also use the `Y` and `N` keys to select and de-select entries. The bookshelves you select are identified with a `Y` in the `Upload` column.

After you have selected all the bookshelves you want to upload, press the ENTER key. The EZ2UCDM or EZ2UCDV programs create the command or batch files that you can use to upload the bookshelves to the host. The primary file created is SHELVES.CMD (for OS/2) or SHELVES.BAT (for DOS). These files are created in the current directory (c:\upload or the directory you used).

You are now ready to actually upload the bookshelves.

If you are uploading to an MVS host, continue with the instructions in "Allocating MVS Data Sets When You Upload Files" on page 55.

If you are uploading to VM, continue with the instructions in "Uploading the IBM Bookshelves to the Host" on page 57.

Allocating MVS Data Sets When You Upload Files
The SEND command supports a very limited set of MVS allocation parameters. For example, it does not enable you to specify VOLUME or UNIT information. The INDSBMGR file is a TSO/E REXX exec that you can use on your MVS host to allocate BookManager data sets with additional MVS allocation parameters. Also, if you are replacing data sets that have been migrated by DFHSM, this exec deletes the original copy. This prevents the data sets from being recalled, only to be replaced by a newer copy. Therefore, we suggest that you use the INDSBMGR exec if possible.

Note: If you are using Data Facility Storage Management Subsystem (DFSMS) on your MVS host, you should define storage classes to handle BOOK, BKSHELF, and BKINDEX data sets.

By default, when you use the SEND command, it uses the IND$FILE program on MVS to do the upload. You can upload INDSBMGR to your MVS host and tailor it to include the appropriate allocation information and have the SEND command use it instead of IND$FILE.

Uploading and Customizing the INDSBMGR Program on Your MVS Host: Before you upload any parts of the collection, you must upload the INDSBMGR program to your host. The program is in a file named INDSBMGR.REX. To upload this file to your MVS host, do the following:

1. Upload this file to MVS in binary format to a fixed-length, 80-byte record, sequential data set. For example, if your CD-ROM drive letter is `D` and your host session is `A`, you can type this command to upload the file from any CD-ROM in a collection to a data set named `userid.INDSBMGR.REXX`.

   ```
   send d:\upload\indsbmgr.rex a:'userid.indsbmgr.rexx' recfm(f) lrecl(80)
   ```

2. Copy this sequential data set to a PDS that is part of your SYSPROC or SYSEXEC concatenation. The member name should be INDSBMGR.

3. Edit the INDSBMGR member.

4 Near line 85, find the following variable instructions:

```
/*= Site must modify these allocations ================*/
   ALLOCATEOPTIONS_ALL   = "" /* All files             */
   ALLOCATEOPTIONS_BOOK  = "" /* For books             */
   ALLOCATEOPTIONS_SHELF = "" /* For bookshelves       */
   ALLOCATEOPTIONS_INDEX = "" /* For bookshelf indexes */
/*= End of site modifications ========================*/
```

5 Change these variables to include the additional parameters you want to add to your TSO data set allocations. These variables enable you to do the following:

ALLOCATEOPTIONS_ALL	Add options to all data set allocations for all BOOK, BKSHELF, and BKINDEX files
ALLOCATEOPTIONS_BOOK	Add options to data set allocations for BOOK files only
ALLOCATEOPTIONS_SHELF	Add options to data set allocations for BKSHELF files only
ALLOCATEOPTIONS_INDEX	Add options to data set allocations for BKINDEX files only

If you add a UNIT parameter to this statement, it is added to data set allocations for BOOK, BKSHELF, and BKINDEX files. For example:

```
ALLOCATEOPTIONS_ALL   = "UNIT(TSO)"
```

If you add a VOLUME parameter to this statement, it is added only to data set allocations for BOOK files. For example:

```
ALLOCATEOPTIONS_BOOK  = "VOLUME(WORK01)"
```

Using the INDSBMGR Program: IBM emulators that use the SEND command let you change the host program that they use. With IBM OS/2 Extended Edition, for example, you can set the OS/2 environmental variable IND_FILE to the name of the host program you want to run; with IBM PC/3270, you can set the DOS environmental variable IND$FILE.

After you have uploaded and customized the INDSBMGR member at your MVS host, you can use it when you want to upload IBM books.

Issue the appropriate SET command at your workstation to change the host upload program to INDSBMGR. For example, type:

For OS/2 EE:

```
set ind_file=indsbmgr
```

For DOS:

```
set ind$file=indsbmgr
```

Note: Other emulators provide similar capabilities. See the documentation with your emulator for details.

Continue with the instructions in "Uploading the IBM Bookshelves to the Host" to upload the files.

Warning: Use the INDSBMGR command only with the CMD or BAT files built with the EZ2UCDM program. The REXX exec looks only for the options that EZ2UCDM specifies.

When you want to eliminate the INDSBMGR as the environmental variable, you can set it to null. For example, type:

OS/2 EE:

```
set ind_file=
```

DOS:

```
set ind$file=
```

Uploading the IBM Bookshelves to the Host

After you run the EZ2UCDM or EZ2UCDV program, you must use the SHELVES command to actually upload the BookManager files to your host. The SHELVES command starts the program that you created using the EZ2UCDM or EZ2UCDV program. The SHELVES program contains the SEND commands that will upload the files.

The following examples assume that the SEND command you usually use is in a directory named C:\PC3270.

If the directory that contains the SEND command you use is part of the PATH= statement, simply type:

```
shelves
```

If it is not, or you are not sure, do the following:

1. Select the hard disk that contains your SEND command. Type:

   ```
   c:
   ```

2. Change to the directory that contains your SEND command. Type:

   ```
   cd \pc3270
   ```

3. Run the SHELVES program.

   For example, if the SHELVES program is in the C:\UPLOAD directory, type:

   ```
   c:\upload\shelves
   ```

The bookshelves are uploaded to the host. When the uploading is finished, you should look at the FAILING.CMD file (for OS/2) or the FAILING.BAT file (for DOS) that is created in the directory containing the SHELVES command (for example, in C:\UPLOAD). It lists the files that failed to upload. You can look at this file with the TYPE command. For example:

For OS/2:

```
type c:\upload\failing.cmd | more
```

For DOS:

```
type c:\upload\failing.bat | more
```

If this file contains any SEND commands, one or more uploads have failed. If there are only a few SEND commands, you can upload these files using the FAILING command. For example:

```
c:\upload\failing
```

If most of the files failed to upload, you should use the SHELVES command after correcting the problem that caused them to fail.

After you have uploaded all the files successfully, you may want to print the BKSHELF.LST file that is also created in the same directory that contains the SHELVES program. The BKSHELF.LST file contains a list of the bookshelves that have been uploaded. You can use it to check that all the files arrived successfully.

You are now ready to make the IBM bookshelves available to BookManager READ/MVS or READ/VM on your host. Continue with the instructions in "Making Bookshelves Available to BookManager READ/MVS or READ/VM" on page 64.

Conventions for Naming Host Data Sets and Files

When the EZ2UCDM or EZ2UCDV program creates the SEND commands to upload files from your OS/2 or DOS workstation to an MVS or VM host, it creates filenames that conform to the file naming conventions used by BookManager READ on the host.

Conventions for Naming MVS Data Sets: Three types of files are uploaded: books, bookshelves, and bookshelf search indexes. The file names used with OS/2 and DOS are:

book-name.boo
shelf-name.bks
index-name.bki

The files are uploaded to:

ibmbk.*book-name*.book
ibmbk.*shelf-name*.bkshelf
ibmbk.*index-name*.bkindex

In most cases, shelf-name and index-name are the same.

Some people prefer to associate a book with the bookshelf which points to it by including the shelf name as part of the book and bookshelf search index data set names. If you want to do this, you can set the environmental variable EZ2UCDMS to Y before invoking EZ2UCDM. To do so, issue the following OS/2 or DOS command:

```
SET EZ2UCDMS=Y
```

The files are uploaded to:

ibmbk.*shelf-name.book-name*.book
ibmbk.*shelf-name.shelf-name*.bkshelf
ibmbk.*shelf-name.index-name*.bkindex

Convention for Naming VM Files: Three types of files are uploaded: books, bookshelves, and bookshelf search indexes. The file names used with OS/2 and DOS are:

book-name.boo
shelf-name.bks
index-name.bki

The files are uploaded to:

book-name book
shelf-name bkshelf
index-name bkindex

Deleting the SHELVES Files from Your Hard Disk
If you want to upload additional IBM bookshelves from other CD-ROMs, rerun the EZ2UCDM or EZ2UCDV program with the next CD-ROM. Then use the SHELVES command to upload the bookshelves from that CD-ROM.

After you have uploaded all the files you want, you may want to delete all the files and the directory you created on your hard disk to upload bookshelves to your host.

Note: Before you delete the files and the directory, you might want to copy the EZ2UCDM.EXE or EZ2UCDV.EXE files to another directory for use with other CD-ROMs. Better yet, copy them to a permanent directory that is specified in your PATH= statement.

The examples that follow assume that all the files you created to do the upload are in the `C:\UPLOAD` directory.

To delete the directory you created:

1. Switch to the hard disk that contained the EZ2UCDM or EZ2UCDV programs. Type:

   ```
   c:
   ```

2. Switch to the root directory of this hard disk. Type:

   ```
   cd \
   ```

3. Delete all the files in the directory you created. Type:

   ```
   del c:\upload\*.*
   ```

4. Confirm that you want to delete all the files in the directory. Be sure that the directory is `C:\UPLOAD` and not another directory containing data that you want to keep. If you are sure, type `y`.

   ```
   y
   ```

5. Remove the directory. Type:

   ```
   rd \upload
   ```

Using the SEND Capability to Upload to a Host

You can send individual books, bookshelves, and bookshelf search indexes to your MVS or VM host with the SEND capability that is provided by a 3270 terminal emulator program or equivalent.

To send individual IBM books, bookshelves, and bookshelf search indexes from your PS/2 workstation to your host, you must:

1. Make sure that you have unlocked the books that you want to upload.
2. **For OS/2 only:** Make sure that you have a virtual drive attached to your CD-ROM drive, and use its virtual drive letter instead of its actual drive letter.
3. Make sure that you are logged onto your host session and that your host's READY message is on the screen.
4. From the OS/2 or DOS command prompt, use the file transfer method you regularly use.

   For example, you can use:

   - The Communications Manager SEND command (from OS/2 workstations)
   - The 3270 Workstation Program SEND command or IBM Personal Communications/3270 SEND command (from DOS workstations)

   You can use any other file transfer method you have, but it must let you specify character translation, file format, and record length. If you are unfamiliar with the SEND capability, you may want to refer to the manual for the file transfer method you are using.
5. Determine the appropriate character translation, record format, and record length for transferring IBM book (BOO), bookshelf (BKS), and bookshelf search index (BKI) files from an OS/2 or DOS workstation to an MVS or VM host. Look up the information you need in the following table:

Type of File	DOS or OS/2 File Extent	MVS Lowest-Level Qualifier or VM File Type	Character Translation	Record Format	Record Length	CRLF
Book	.BOO	BOOK	None	F	4096	No
Bookshelf	.BKS	BKSHELF	ASCII to EBCDIC	V	259	Yes
Bookshelf search index	.BKI	BKINDEX	None	F	4096	No

You can look up the filenames of the books, bookshelf search indexes, and bookshelves in the booklet for your collection of IBM books.

6 Use the SEND commands you need to upload books, bookshelf search indexes, and bookshelves to your host. Examples are shown below.

Examples for OS/2 or DOS to MVS:

Here are examples of the SEND command you might use to move a file containing a book, a bookshelf search index, or a bookshelf from your OS/2 or DOS workstation to your MVS host. These examples assume that your host session is `A` and that you are transferring files from your CD-ROM drive `D`.

Note: Some of these commands appear on two lines in the examples. You should enter them as a single command.

```
send d:\books\book-name.boo a:ibmbk.book-name.book
   lrecl(4096) recfm(f)

send d:\books\index-name.bki a:ibmbk.index-name.bkindex
   lrecl(4096) recfm(f)
```

```
send d:\shelves\shelf-name.bks a:ibmbk.shelf-name.bkshelf
   ascii crlf lrecl(259) recfm(v)
```

Note: If you are uploading a large file, you may need to include a SPACE parameter on the SEND command to allocate enough space to hold the file.

Examples for OS/2 or DOS to VM:

Here are examples of the SEND command you might use to move a file containing a book, a bookshelf search index, or a bookshelf from your OS/2 or DOS workstation to your VM host. These examples assume that your host session is A and that you are transferring files from your CD-ROM drive D.

Note: Some of these commands appear on two lines in the examples. You should enter them as a single command.

```
send d:\books\book-name.boo a:book-name book (lrecl 4096 recfm f
send d:\books\index-name.bki a:index-name bkindex (lrecl 4096 recfm f
send d:\shelves\shelf-name.bks a:shelf-name bkshelf (ascii crlf
```

You are now ready to make the IBM bookshelves available to BookManager READ/MVS or READ/VM. Continue with the instructions in "Making Bookshelves Available to BookManager READ/MVS or READ/VM."

Making Bookshelves Available to BookManager READ/MVS or READ/VM

You can now make licensed bookshelf files available to BookManager READ/MVS or READ/VM. Use the following instructions:

For BookManager READ/MVS

1 Start BookManager READ/MVS, and go to the list of bookshelves.

2. Do **not** select any bookshelves. Go to the `Books` choice on the action bar and press ENTER.

3. In the window that appears, select `6. Perform file functions`

4. In the window that appears, select `5. Add`

5. Type, in single quotation marks, the name of the first bookshelf you uploaded and press ENTER.

   `'ibmbk.ez2`*`shelf-name`*`.bkshelf'`

   If you used the EZ2UCDM program to upload the files, the list of the bookshelves that were uploaded is in BKSHELF.LST.

   You will probably want to add to the master list, which is defined by the QLSHELF parameter in the EOXVOPTS REXX EXEC. For example, if you look at the EOXVOPTS member, you will see a statement like this:

   ```
   QLSHELF = "'EOY.BKLSHELF'"
   ```

   The name of the master list here is:

   ```
   'EOY.BKLSHELF'
   ```

   The bookshelf is now added.

6. Repeat steps 4, 5, and 6 for each bookshelf in BKSHELF.LST. When you have finished, press F12 to return to the list of bookshelves.

If you used EZ2UCDM to create the SEND commands, you can skip the remaining steps in this section. If not, continue with the next step.

7. Put a slash (/) next to each bookshelf you just added.

8. Go to the Books choice on the action bar and press ENTER.

9. In the window that appears, select `6. Perform file functions.`

10 In the window that appears, select `4. Edit`.

11 In the window that appears, select `4. Add data set names`.

12 In the window that appears, type the high-level qualifier that you added to each file name, and press ENTER. For example,

```
ibmbk
```

13 Press F12 to return to the previous window.

14 Press F6 to skip the bookshelf you just added. The next bookshelf that you selected appears.

15 Repeat steps 10, 11, 12, and 13 for each bookshelf you selected.

16 When you have finished with all the bookshelves, a window with the list of bookshelves reappears.

17 Press F5 to refresh the list and see the newly added bookshelves.

You are now ready to use the new bookshelves. You can use the BOOKMGR command in your host session to view the bookshelves and books in a collection of IBM books. Refer to the BookManager READ/MVS books for more information about using BookManager READ/MVS on your host.

Note: To conserve space on your host DASD, you may want to release any unused space that you allocated when you uploaded the books and bookshelf search indexes. You can use DFHSM to migrate the data set.

For BookManager READ/VM

Although it is not required, you should add the bookshelf files to the BookManager public library. Otherwise, you can access them directly, if the minidisk containing the files is currently accessible.

When you are finished transferring parts of the collection to your VM host, you can use the BOOKMGR command in your host session to view the bookshelves and books in the collection. Refer to the BookManager READ/VM books for more information about using BookManager READ/VM on your host.

Sharing the Online Library with Your VSE Host

You can share the IBM Online Library with the users of your VSE host in two ways:

- **For VSE running under VM:** You can install the BookManager READ/VM licensed program on your VM host.
- **For VSE standalone:** You can install BookManager Library Reader/2 or Library Reader/DOS or BookManager READ/2 or READ/DOS on your PS/2 workstations and use the CD-ROMs at the workstations.

Setting Up the Library on a VM Host Running VSE

You can follow these steps:

1. Install the BookManager READ/VM licensed program on your VM host. Go to *IBM BookManager READ/VM: Installation and Customization,* SC23-0455, for instructions.
2. Upload the book, bookshelves, and bookshelf search indexes that you want to use. Go to "Uploading Books, Bookshelves, and Indexes to an MVS or VM Host" on page 47 and follow those instructions.
3. To open the library and use the books, follow the instructions in *IBM BookManager READ/VM: Displaying Online Books,* SC23-0449.

Distributing the Library to VSE Workstations without CD-ROM Drives

You can distribute the IBM Online Library to VSE workstations that do not have CD-ROM readers in two ways:

- Using diskettes to transfer the library readers, books, bookshelves, and bookshelf search indexes
- Using the VSE/POWER PUN queue to transfer books, bookshelves, and bookshelf search indexes

Using Diskettes

You can copy the library readers, books, bookshelves, and bookshelf search indexes to diskettes on one workstation and copy them from the diskettes to the hard disk in another workstation.

Uploading Books, Bookshelves, and Indexes to the PUN Queue

You can transfer files to the VSE/POWER PUN queue from one workstation and then retrieve them from the queue at another workstation. Follow these instructions:

1. At your VSE host, make sure that the VSE/POWER data file has enough free space. Enter the command **D Q** at the system console.

   The system displays the percentage of space already used in the data queue. To determine how much free space is available in the data file, multiply the displayed values for free DBLK groups, DBLK group size, and DBLK size (free DBLK groups x DBLK group size x DBLK size).

   To send files, set up the VSE host for normal file transfer to/from a workstation. How to do this is described in the manual *VSE/ESA Programming and Workstation Guide*.

2. At the workstation's OS/2 or DOS command prompt, switch to the drive that has the directory containing the files you want to transfer. For example, if the books are on your F drive, type:

   ```
   f:
   ```

Note: **For OS/2 users only:** Be sure that you specify the virtual drive attached to your CD-ROM drive, if you are copying from the CD Showcase CD-ROM.

3 Change to the directory on that drive that contains the files. For example, if the books are on the \BOOKS directory, type:

```
cd \books
```

4 Transfer the files to the PUN queue.

Do one of the following:

- Use individual SEND commands under DOS or OS/2 to transfer files to the PUN queue. For example, to send the *DITTO: VSE and VM User's Guide and Reference,* SH19-8123-01, use this command.

  ```
  send dto32e00.boo dto32e00 (file=pun binary class=v dest=any lrecl=4000
  ```

- Create a command file like the one below for OS/2 to transfer all three DITTO V3 R2 books to the PUN queue at the same time.

  ```
  SEND GETBOOK.CMD GETBOOK (FILE=PUN BINARY CLASS=V DEST=ANY LRECL=4000
  SEND DTO32E00.BOO DTO32E00 (FILE=PUN BINARY CLASS=V DEST=ANY LRECL=4000
  SEND DTOU2000.BOO DTOU2000 (FILE=PUN BINARY CLASS=V DEST=ANY LRECL=4000
  SEND DTOR2000.BOO DTOR2000 (FILE=PUN BINARY CLASS=V DEST=ANY LRECL=4000
  ```

  In this example:

  - The command file sends three books for DITTO to PUN.
  - For DOS, this file would be named GETBOOK.BAT instead of GETBOOK.CMD.
  - CLASS=V designates that the files belong to this specific queue class. You should make sure that PUN is not started for the class you select.
  - DEST=ANY so that any user can retrieve the books from the queue.
  - GETBOOK.CMD is a file for retrieving the books.

You are now ready to receive the files at the other workstation. Continue with the instructions in "Receiving Books, Bookshelves, and Indexes from the PUN Queue" on page 70.

Receiving Books, Bookshelves, and Indexes from the PUN Queue
After you have transferred files to the VSE/POWER PUN queue from a workstation, you can retrieve them from the queue at another workstation.

Before receiving any files, you should decide where (directory or partition) you want to put them on the workstation that is to receive them. The example that follows assumes that you want to put the books into the `\BOOKS` directory on your `C` hard disk. After you decide where you want to put the books, make sure that the destination you chose is in the PATH statement on the workstation. Do the following:

1. Set up the VSE host for normal file transfer to a workstation.

2. At the workstation that is to receive the files from the PUN queue, use individual RECEIVE commands under DOS or OS/2 to transfer files from PUN.

   If you sent a command file like the one described below to the PUN queue, you can receive it, and use it to receive the other files. For example, to receive the GETBOOK file from PUN queue, type:

   For OS/2:

   ```
   receive d:\books\getbook.cmd getbook (file=pun binary class=v
   ```

   For DOS:

   ```
   receive d:\books\getbook.bat getbook (file=pun binary class=v
   ```

   After you have retrieved the command file, use it to retrieve one or more queue entries from PUN. For example, if the GETBOOK file contains RECEIVE commands for all three DITTO books, entering `getbook` receives the following files:

```
RECEIVE D:\BOOKS\DT032E00.BOO DT032E00 (FILE=PUN BINARY CLASS=V
RECEIVE D:\BOOKS\DTOU2000.BOO DTOU2000 (FILE=PUN BINARY CLASS=V
RECEIVE D:\BOOKS\DTOOR000.BOO DTOOR000 (FILE=PUN BINARY CLASS=V
```

The queue entries remain in PUN until you use a PDELETE command to delete them.

If you have BookManager READ or Library Readers on your workstation, you can use the books you just received.

Using PC Support/400 Folders on an AS/400 to Share the Online Library

PC Support/400 allows you to share the licensed books and bookshelves among several users who are using AS/400 InfoSeeker on the AS/400. It also allows users to share the IBM books and bookshelves on the AS/400 among several users who have an IBM Library Reader installed on their workstations.

For more information on setting up and using these folders, see *AS/400 PC Support User's Guide for OS/2,* SC41-8200, or *AS/400 PC Support User's Guide for DOS,* SC41-8199. For information on using InfoSeeker, see *AS/400 InfoSeeker: Getting Started,* SC41-3001 and *AS/400 InfoSeeker: Use,* SC41-3002. For information on installing the IBM Library Reader on a workstation, see the booklet *IBM Online Library: Getting Started.*

Copying IBM Books to a Shared Folder

The examples that follow assume that `D` is the drive letter for the CD-ROM drive, `\BOOKS` is the directory containing the books on the CD-ROM, `I` is the drive letter that was assigned to the shared folder, and `\AS400BKS` is the directory that is to contain the PC Support/400 books on the AS/400. The examples also assume that you are going to copy the PC Support/400 bookshelf and books. The file names for all the PC Support/400 books and its bookshelf begin with the letters `PCS`. If you want to use different books or directories, substitute their names for the names used in the examples.

To copy IBM books and bookshelves from a CD-ROM to a PC Support/400 folder, follow these instructions:

1. Switch to the drive letter that contains the PC Support/400 folder. Type:

   ```
   i:
   ```

2. Create a folder for the PC Support/400 books. Type:

   ```
   md \as400bks
   ```

3. Change the current directory to the one you just created. Type:

   ```
   cd \as400bks
   ```

4. Make sure that you have unlocked the books you want to copy.

5. Copy the books you want in the folder from the CD-ROM with the COPY or XCOPY command. Type:

   ```
   copy d:\books\pcs*.boo i:\as400bks
   copy d:\shelves\ez2o4pna.bks i:\as400bks
   copy d:\books\ez2o4pna.bki i:\as400bks
   ```

   Note: **For OS/2 users only:** Be sure that you use the virtual drive instead of the actual CR-ROM drive letter, if you are copying from the CD Showcase CD-ROM.

6. Set the read-only file attribute for each file in the folder so that several users can read the books at the same time. Type:

   ```
   attrib +r i:\as400bks\*.*
   ```

   Note: The `ATTRIB` command is only supported in OS/2 and DOS Release 5.0.

Users can now access the books and bookshelves by assigning the folder drive to their workstation and identifying that drive to the Library Reader installation program if they are installing the IBM Library Reader on their workstation.

Do You Have Questions, Problems, or Suggestions?

For problems installing or using CD Showcase:

- **In the U.S.A.,** call the IBM Support Center, 1+800+237-5511. Tell them your customer number (access code), and tell them that the product identifier is "Softcopy Publications" or ask for the SCKIT service queue.
- **In other countries,** contact IBM through your usual service channel.

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